

ARLINGTON CULTURAL COUNCIL MEETING, Monday, October 17, 2016 -- MINUTESArlington Town Hall Annex, 1st Floor Conference Room, 7:30-9pm**I. ATTENDANCE**

Name	Status
Taylor, Lisbet	Present
Timperi, Jeff	Present
Marroig, Gabrielle	Present
Boudreau, Jeff	Present
Bühler-Probst, Brigitte	Present
Richmond, Lauren	Absent
II. INTRODUCTION OF VISITORS PRESENT	
David Harris	Present – accepted and voted into ACC
Rupert Davis	
Asia Kepka	Present – accepted and voted into ACC
Alan Kaufman	
Kim Harding	Present

III. APPROVAL OF SEPTEMBER MINUTES – Lisbet

Approved as stated

IV. OFFICER REPORTS**1. Chair – Lisbet**

- **Intent of ACC to be in umbrella organization with other councils to better leverage all committees and community**
- **Jeff B and Lisbet stressed importance of being vocal and making it a point to legislature about the capacity of the arts to heal communities; and how the arts are being eliminated from school curriculums.**
- **Important for ACC members to get on the MCC Mass Creative email list.**
- **A Calendar of Events will be added to upcoming agendas.**

2. Treasurer – Jeff T.

- **Jeff T met with comptrollers for 2017 and \$13k is available. \$12,300 awarded in 2017 pending the “Tap and Blues” carryover.**
- **The 10/15 fiscal report was due and provided.**

3. Corresponding Secretary - Gabby**4. Recording Secretary (vacant)****5. Publicity (vacant) Wdpress redesign – Lauren; FaceBook – Jeff B • Support the ACC Facebook page!**

- **Jeff B encouraged ACC members to go into Facebook and “like” the ACC page.**

6. Grantee Liaisons – Lisbet/Jeff T.

- **Should be noted that grantees are responsible for their own publicity.**

Grant # Grantee Title	\$	Liaison	Event Date(s)	Event / Performance Status
2016-01 The Opal Ensemble Of the Shimmering Winter Air	750	Lubar	February 19	Complete
2016-02	750	Timperi	September 16	Complete -- Reimbursement all set; paperwork to be completed.

Dan Fox Arlington All-Town Brass Band				
2016-03 Belmont World Film Family Film Festival	750	Blum	January 16-18	Complete
2016-04 Arlington Public Art East Arlington Public Art Initiative	1000	Nilou Taylor (July minutes)	Installations started 9/29	"East Arlington Public Art Initiative has begun!" http://arlingtonpublicart.blogspot.com/2015/09/east-arlingtonpublic-art-initiative-has.html/ Lisbet to reach out and determine next steps
2016-05 Stefanie Weber and Robin O'Herin Tap and Blues	500	Guerra Taylor	August 13, new date TBD	Per August minutes, postponed due to illness, reschedule date TBD./ Jeff T assigned as liaison and determine next steps.
2016-06 Yogi Shridhare From India to Walden Pond	500	n/a	n/a	Did not accept grant.
2016-07 <i>Accelerated Cure Project for Multiple Sclerosis</i> (Marion Leeds Carroll) Music to Cure MS	500	Guerra NEED - Timpari	October 30	Future / Jeff T assigned as liaison and determine next steps.
2016-08 Raul Nieves / Dance Caliente Dancing Through the Decades	750	Bühler-Probst	July 14	Complete?
2016-10 Robbins Library Arlington Authors' Salon	1500	Nilou Bühler-P	January, April, July & October 6	3 events complete, 1 remain. Brigitte to send reimbursement form to them.
2016-11 ACA LGBTQ Youth Arts & Mural Project	1500	Richmond	?	Complete / Youth Arts project done. Reimbursement paperwork completed but cost incurred of \$1,250. ACC passes motion and unanimously approved to allow for \$250 to be used for supplies.
2016-12 Arlington Historical Society Connecting Threads Exhibition	1375	Taylor	June	Complete.
2016-18 Cyrus Dallin Museum New Printed Interpretive	600	Richmond	June 30	Complete? / Jeff T to coordinate with Lauren offline to confirm closed
2016-19 S. Rogovan / Creek River Stringband Performances at OSM and Dallin Museum	300	Timperi	July and September	Complete.
2016-20 P. Powell Memoir Writing/Reading	600	Sheri	June	Complete.
2016-21 Old Schwamb Mill Spring Open House, Music by the Undertones	375	Boudreau	April 2	Complete.
2016-22 Powers Music School Musical Storytelling Program	250	Taylor	April 2	Complete.

V. NEW BUSINESS

1. New meeting agenda format – **board of selectmen format leveraged and ACC agreed to new format.**

2. Future ACC meeting dates and locations reviewed. (see “calendar” at end).

3. Amend ACC guidelines Article III, change “Corresponding Secretary” to “Corresponding and Cycle Secretary.”

- **Motion approved and passed.**

4. Amend ACC guidelines Article III, Sections B to add new subsection 5 and duties of the Publicity Officer.

- **Motion to defer until next meeting. In interim, Lisbet will send feedback to council members.**

5. Discussion and vote re deferring the nomination, discussion and election of vacant positions until November Meeting, by which time more member(s) may be on the Council –

- **Motion to defer until next meeting.**

Vacant positions:

- a. Co-Chair caused by resignation of Merli Guerra, effective September 24, 2016
- b. Recording Secretary caused by resignation of Suzi Lubar, effective September 24, 2016
- c. Publicity Officer created by adoption of ACC Guidelines

6. MCC Account Information Report due to MCC by October 15 – Jeff T.

- **Complete**

7. 2017 Grant Application Determination Meeting: Reset date, time and location – Lisbet

- **Dec 12 from 6 -10 pm has been scheduled with Dec 18 as a back-up date. Location for Dallin basement to be confirmed. Jeff B will coordinate extension for Dec 12 and Dec 18.**

8. Possibility of ACC-originated project for 2017 grant cycle –

Proposals must be presented during ACC’s voting meeting and evaluated alongside other grant applications (per MCC instructions) -- Lisbet

- **Jeff T to be representative for evaluation of participation in umbrella organizations. Jeff T to coordinate with MAPC.**

9. Send representative(s) to one of the MCC regional strategic planning forums, November 1-4. (Received from MCC).

- **Jeff Timperi and Lisbet to be representatives**

10. Review & discuss adoption of 3 new duties of ACC’s Responsibilities of Recording Secretary (RS):

- a. To include language requiring Officers, Liaisons and any Special Committee Chairs to submit written reports to RS 5-6 business days prior to regular meetings;
- b. RS to forward reports to Council members with draft agenda 3-4 business days prior to regular meeting.
- c. RS then sends all to Co-Chairs to finalize Agenda
 - That then is required to be sent to ACC members, 1-2 days prior to Board meeting
 - And submitted to Fran Reidy for posting on the Arlington Town website.

- Discussion deferred.

11. Discussion of “Arlington Cultural Planning” business cards found in Town Hall Planning Office 9/29
ACAC liaison; Cultural District Initiative (ACAC Liaison) – Jeff T.

- Discussion deferred.

12. Discuss internal record keeping; audit procedures to insure all new and re-appointed members

- Have been sworn in by Town Clerk
- Have completed basic MCC training
- Have complied with all trainings required by Town of Arlington Board of Selectmen

- Discussion deferred.

13. Revise June minutes: To “ITEM 11 New Business The 2016 Annual Convention Americans for the Arts, is to be in Boston this year. Lisbet missed an email announcement from the MCC about scholarships. She would like to have this kind of announcement included at future meetings rather than relying on email.” Add “Jeff Boudreau attended the conference.”

- Discussion deferred.

[14. DropBox file structure reorganization]

- Discussion deferred.

[15. Replace current practice of maintaining and using current email list, with a free mail service such as MailChimp for the purpose of sending mass mailings, announcements and newsletters.]

- Motion approved and passed. Next steps to create account. Jeff B to help with coordination.

16. ACC Round Table

[[• Conversation with Patsy Kraemer, food in the Lyons Hearing Room at the annual grantee recognition reception. – Jeff B.]]

17. Event Alerts – Jeff B.

- October 14, 10a-noon – State Legislature’s Joint Committee on Tourism, Arts, & Cultural
- October 15, 1:00-3:30PM – MCC will host public hearing for Middlesex County, Concord Museum

- Medford Arts Council and MASSCreative extending invitation to
“Medford Arts Advocacy Gathering,” West Medford Community Center

- October 27, 5pm - Verbal invitation from Linda Schoemacher of ACA to attend ribbon cutting ceremony at their future 27 Maple Street location (corner Maple and Academy Sts)

[[-- October 28 - Request from MassCreative to “celebrate #ArtsMatterDay with your community”]]

- November 2, 9:30am-2:30pm – Tenth Annual Artists Under the Dome Event 2016, sponsored by Mass Arts Leaders Coalition, MCC et. al., State House, Boston

[[• DropBox, Wordpress, Facebook, email account ownership/administration, read/edit rights and access Security]]

[[OLD BUSINESS for November meeting]]

1. Adoption of a free mail service such as **MailChimp** to replace use of regular email – Jeff B.

2. Adoption of a free reservation service such as **Eventbrite** for annual grantee reception – Jeff B.
3. Discuss possibility of producing and publishing monthly newsletter – Jeff B.
(prerequisite: adopting a mail service)
4. New ACC-Sponsored Programming Brainstorm (item 7, August minutes) – Lisbet
7. Recruitment]]

EXECUTIVE SESSION

- 1) Letter of interest/Resume to become an ACC member, from David Harris
Discussion & vote for recommendation to Arlington Bd of Selectmen of David Harris' application
- 2) Letter of interest/Resume to become an ACC member, from Asia Kepka
Discussion & vote for recommendation to Arlington Bd of Selectmen of Asia Kepka's application

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